

Minutes of the Special Meeting of December 8, 2010

Call to order and flag salute by Mayor Serio at 9:00 AM

Council Members Present: Langan, Bunting, Smallwood, Weistling, Carmean, Tingle, Serio (Council Member Tingle left the meeting at 10:05 AM)

Council Members Absent: None

Approve minutes of Special Meeting of September 22, 2010

Motion to approve – Council Member Weistling

Second – Council Member Carmean

Discussion – None

Vote: 7-0

Minutes Approved

Approve minutes of Special Meeting of October 13, 2010

Motion to approve – Council Member Weistling

Second – Council Member Langan

Discussion – None

Vote: 7-0

Minutes Approved

Workshop Session – Sidewalks

Mayor Serio introduced Mark C. Parker and Ted C. Williams from Landmark JCM Science and Engineering firm. They were hired by Fenwick Island to update the Fenwick Island sidewalk project. Mr. Williams noted that Mr. Parker is one of the original engineers on the Pedestrian Plan developed on behalf of DelDot several years ago.

As presented by Mr. Williams and Mr. Parker, their task is to:

- review the previous document
- discuss their current understanding of moving forward with an update to the plan
- communicate with DelDot on behalf of the Town
- accept Council input regarding the plan
- update the plan after all inputs have been received and after conducting a visual inspection of the Town
- develop a new base plan with construction costs and easement requirements
- provide all information needed in order for the Town to complete an EDA (Economic Development Administration) grant request according to the Federal Guidelines set out in the grant for 50/50 funding

The previous plan called for sidewalks, curb ramps, crosswalks, breaks in the median, re-striping and added “gateway” interest. The plan will be scaled down to meet EDA grant specifications. Mr. Parker advised that the concentration will be on Route 1 to provide new sidewalks and to eliminate pedestrian conflicts while promoting pedestrian safety and access and minimizing conflicts with commercial operations. The firm will formulate a basic plan and accept a “wish list” from Council on other improvements. There will be no major upgrades to crossings but will be improvements to sidewalk access according to ADA (Americans with Disabilities Act) requirements.

In response to a question from Council Member Carmean, Mr. Williams advised that the firm will review easement requirements with the State of Delaware and with the utility companies involved. Normal width for a sidewalk is 4’ (ADA prefers 5’ wide). Changes can be made to skirt utility poles by providing “pads” that would accommodate more than one wheelchair.

Fenwick Island Town Council

Minutes of the Special Meeting of December 8, 2010

In response to a question from Council Member Carmean, Mayor Serio advised that the Town will look into partnering with the State in order to extend the project into the unincorporated area up to the State line. Mr. Williams added that this will be included in the discussions with the State of Delaware. Mayor Serio noted that she believes this is a positive step toward working with the business community while promoting pedestrian safety.

In response to a question from Mayor Serio, Mr. Williams advised that he will talk with DelDot regarding crosswalk design. Current standard is a “piano key” effect using 12’ wide black and white rectangles. The firm will work with DelDot to realign and re-stripe certain problem crosswalks while working to make this a project that the Town can afford. Council Member Weistling added that DelDot, in previous discussions with the Town, has indicated that it will re-stripe crosswalks as per the Town’s plan when the next re-milling project is done.

In response to a question from Council Member Weistling, Mr. Williams advised that DelDot may attempt to influence access to commercial properties by reducing the number of access points to the highway. Landmark JCM will attempt a design that will minimize cost and promote safety. His firm will rely on the Town to advise of any needed changes to the draft plan.

In response to a question from Mayor Serio, Mr. Parker advised that it is best to inform all State and Local government representatives from the beginning in order to eliminate any misunderstanding. Regarding the use of trees and landscaping to slow traffic, Mr. Williams advised that trees are not a part of the EDA grant and suggested that possibly a business sponsorship program might be used to increase the number of trees and to improve the landscaping. Council Member Carmean advised that State of Delaware Forestry Grants are available for planting trees.

Mr. Williams advised that he will present a draft to Council in January and asked that all inputs be channeled through Town Manager Abbott or Mayor Serio before then. Mr. Williams will provide Mr. Abbott with a template to be tailored to the Town’s needs that can be used to seek input from the public and from the commercial community. Mr. Parker advised that often a pictorial representation is more effective and that can be presented in January or at a separate meeting. EDA is sensitive to the community needs and will work with the Town once a plan has been presented.

Council Member Weistling expressed concern that, once the Town has expended its own funds to construct the sidewalks, DelDot might at some time in the future formulate its own plan and make changes. Mr. Parker advised that he will keep DelDot informed through out. Mr. Williams added that DelDot does not appear to have any plans for future development but, if they should plan something, DelDot is required by law to replace any sidewalk it has removed.

Mayor Serio will appoint a task force in the future dedicated to the sidewalk project. Mayor Serio thanked Mr. Williams and Mr. Parker for their presentation (ended at 9:50 AM).

Bethany Beach Volunteer Fire Company – Proposed Changes to Contracted Billing Rates

Mayor Serio noted that the Bethany Beach Ambulance Service has proposed changes to its contracted billing rates. Council Member Bunting advised that the ambulance service provider will need to purchase a third vehicle. This decision is based on the number of runs as well as on the age/condition of the current two vehicles. The intention is to use the oldest vehicle as a back up should one of the others be out of service or if a third call should come in. Town Manager Abbott advised that the increase will be \$7 to start increasing by \$1 each year until a maximum of \$10 increase is reached. Current fee is \$34 while the Town only collects \$33 from property owners. Council Member Bunting noted that this is still less than the \$50 fee charged by other municipalities. The increase is for the vehicle

Fenwick Island Town Council
Minutes of the Special Meeting of December 8, 2010

and equipment (est. cost \$175,000) only with no additional staffing. Current savings are adequate to handle unexpected expenses but not sufficient to purchase another vehicle. Mayor Serio added that this increase is enough to avoid the ambulance service coming back in the future with more requests for funds. She is confident that the contract is well controlled by the four participating communities and that she is comfortable with the process. Council Member Weistling suggested that the fee increase be discussed during the budget process; Mayor Serio advised that the town must pay regardless if the cost is included in the budget at this time. Council Member Bunting suggested that a resolution be introduced to increase the fee as per the recommendation of Sombar and Company (auditors). Council will further address the issue at its 12/10/2010 regular meeting.

Discussion on Amending Current Operating Budget

No action as the previous discussion addressed the need to amend the current operating budget. Council Member Bunting advised that the next Budget Committee meeting will be at the end of January or beginning of February 2011. Mayor Serio noted that this will be a long meeting as trash and the handling of yard waste must be addressed.

Motion to adjourn – Council Member Bunting

Second: Council Member Langan

Vote: 6-0 (Council Member Tingle left the meeting early)

Meeting adjourned at 10:25 AM.

Respectfully submitted,

Diane Tingle, Council Secretary

Transcribed by Agnes DiPietrantonio, Town Clerk